

APPLICATION INSTRUCTIONS

(Type or print using dark ink.)

Email, Fax, Mail or Hand deliver completed application form to the **ATTN:**

Kentucky Energy and Environment Cabinet

Division of Water

Water Well Driller Certification Program Coordinator

Groundwater Section, Watershed Management Branch

300 Sower Boulevard, 3rd Floor

Frankfort, Kentucky 40601.

(502) 782-7054

Enclose or bring with applicant a check or money order for the **\$50.00 (non-refundable) application fee** made payable to the **Kentucky State Treasurer**. **Bring with applicant to DOW** a check or money order for the **Kentucky Driller Exam fee of \$80.00** and a check or money order for the **Driller's Certification fee of \$200.00**.

DO NOT SEND CASH.

Fill in the appropriate information in the blanks or check applicable boxes provided under:

Applicant Information -

- The name of the person as it is to appear on the certificate.
- The email address for the applicant for home.
- Driller's or Driller's Assistants Home Mailing address, phone number, cell number.
- Name of business, firm or corporation that driller or Driller's Assistant employed by.
- The driller's or Driller's Assistant's company or business address, phone number and email address.

Certification Type –

- Water Well, Monitoring Well, Water Well Driller Assistant, Monitoring Well Driller Assistant

Drilling Methods to be used-

- Cable Tool
- Jetted and Driven Wells
- Air Rotary/Hammer
- Mud Rotary
- Reverse Rotary
- Auguring and Boring
- Sonic
- Direct Push

Kentucky and NGWA Exams -

- For Certification Type selected check exams you are or have taken
 - Kentucky Water Well or Monitoring Well Driller or Drillers assistant
- Check Specialty Exams Boxes for NGWA you have already taken if any
 - Cable Tool
 - Jetted and Driven Wells
 - Air Rotary
 - Mud Rotary
 - Reverse Rotary
 - Auguring and Monitoring

Equipment list- Provide list of equipment driller will use while employed.

- Type of Drill Rigs, Rig IDs, Makes and Models
- Grouting Equipment

Current Certifications – Provide list licenses and certifications you already have in other states

- Certification or License Type, Cert. No. Level, Expiration Date

Education and Training -Provide education history and training

- High School
- College
- Vocational
- Other

Work Experience -Provide work experience and employment history starting with most current

Proof of Liability Coverage and Surety Bond (Kentucky Revised Statutes 223.430)

- **Liability Coverage** –Have your insurance company submit a certificate of insurance (COI) as proof of liability coverage. You must have a split limit general liability policy with minimum limits for bodily injury of twenty-five thousand dollars (\$25,000) per occurrence with an aggregate of at least fifty thousand dollars (\$50,000) and for property damage of at least fifty thousand dollars (\$50,000) per accident with an aggregate of at least one hundred thousand dollars (\$100,000), or a combined single limit policy with limits of at least \$100,000.
- **Surety Bond** –Have your surety company submit the enclosed performance bond. The penal sum of this bond shall be five thousand dollars (**\$5,000**), with the driller designated as the principal obligor and the Commonwealth designated as obligee. Be sure you sign and have it notarized before it is returned. The bond must be in the driller's name. **Bonds in the company name are not acceptable and will be returned.**

Information Verification

- Eligibility to Work in US
- Sign and Date Application

Application Examination and Certification Fee –

Checks or money orders should be made payable to the **Kentucky State Treasurer** for the:

\$50.00 application fee,
\$80.00 examination fee, and
\$200.00 certification fee.

Separate checks or money orders should be made for each.

Kentucky Examinations

- Examinations are administered in the Kentucky Division of Water Office at 300 Sower Boulevard in Frankfort, KY. Examinations are given between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday. Examinations are scheduled by appointment only.
- Contact Scotty Robertson at 502-782-7054 or email scotty.robertson@ky.gov for an appointment.

A score of seventy percent (70%) on each exam is necessary to pass. The Kentucky Driller exams may be repeated every 6 weeks necessary.

As Required by 401 KAR 6:320

Exams Required	Source	Passing Score
Kentucky Water Well and/or Monitoring Well Driller	Kentucky Division of Water	70%
General Drilling Exam	National Ground Water Association	70%
Augering and Monitoring Exam	National Ground Water Association	70%
Specialty Exams	One or More of the following:	
Cable tool Drilling	National Ground Water Association	70%
Mud Rotary Drilling	National Ground Water Association	70%
Air Rotary Drilling	National Ground Water Association	70%
Reverse-Circulation Drilling	National Ground Water Association	70%
Jetted and Driven Wells	National Ground Water Association	70%
Kentucky Water Well and/or Monitoring Well Drillers Assistant	Kentucky Division of Water	70%

NOTE:

- All water and monitoring well drillers wishing to be certified in KY must take the **general drilling exam** from the **National Groundwater Association (NGWA)**.
- **NGWA Specialty exam(s) - may be required for both water and/or monitoring well driller certification. (Combined water and monitoring well driller certification is an option.)**
- Water well drillers using drilling methods such as: bucket auger, hollow stem auger (HSA), **may take the NGWA Augering and Monitoring exam as their specialty exam.**
- In Addition, All monitoring well drillers are required to take the **Augering and Monitoring** exam. This includes those using drilling methods such as **direct push - (Geoprobe®) or sonic methods.**
- Monitoring well drillers will also need to take at least **one additional NGWA specialty exam** if drilling by methods like **air rotary, cable tool, etc.** (See above table).
- Monitoring well drillers installing wells by **hollow stem auger or direct push only do not** have to take an additional **specialty exam**, but **will not** be allowed to drill by other methods if change employment or obtain other drilling methods.
- **All Drillers Must take the State Exam** – covers the **Water well** construction regulations **401 KAR6:310** and or **Monitoring well** construction regulations **401 KAR 6:350.**
- **All wishing to obtain a Drillers assistant Certification for Water well and or Monitoring well must take State exam** – covers the water well construction regulations **401 KAR6:310** and or monitoring well construction regulations **401 KAR 6:350.**

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For information on the NGWA portions of the application, you may contact:

National Ground Water Association
601 Dempsey Road
Westerville, Ohio 43081-8978
Or call: (800) 551-7379

www.ngwa.org | www.wellowner.org | www.groundwateradventurers.org

- The **National Ground Water Association (NGWA)** exams have to be taken at a NGWA testing center.
- Go to www.Lasergrade.com for **NGWA** exams.
- You can choose exam type and testing center from:
<https://candidate.psiexams.com/catalog/displayagencylicenses.jsp?catalogID=334>

Select: National Ground Water Association (NGWA), from the drop down box

Then select the testing center nearest you to schedule an exam using the drop down boxes.

- If a member of the NGWA a **\$75.00 processing fee** is charged for each NGWA exam, non-members are charged a processing fee of **\$275.00** for first two exams and **\$75.00** for each additional exam. The fee is non-refundable.
- If you do not pass these exams the NGWA requires you to wait six weeks to retake the exam and pay the exam fee again.
- You must be at least 20 years of age.
- Have at least 24 consecutive months of full-time drilling experience .
- Test takers are responsible for providing their respective states with a copy of exam scores)

Drilling categories:

- General drilling exam
- Exam A/B: Cable tool drilling
- Exam C/D: Air rotary drilling
- Exam E/F: Mud rotary drilling
- Exam G: Reverse circulation drilling
- Exam H: Jetting and driving wells
- Exam M: Augering and monitoring

NGWA is working with its exam proctor, PSI Services, to enable exam candidates to register and schedule their exams online. Exam candidates will still be able to call to schedule their exams, however there will be a new phone number for scheduling – candidates should call [800 733.9267](tel:8007339267) . Exams may be scheduled online at www.psiexams.com as well.

Exam Study Resources

Study materials for the NGWA Exams are available for order online at the NGWA bookstore web site www.ngwa.org.

Study Materials are also available from **Scotty Robertson at 502-782-7054** or email scotty.robertson@ky.gov.

- Best single study reference book – Ground Water & Wells.

- The NGWA Voluntary Certification Study Guide covers study materials for the NGWA exams. A **minimum score of seventy percent (70%) on each exam** is necessary to pass. Once all appropriate exams have been taken and a passing result obtained, and proof of passing grade for NGWA exams submitted to Water Well Certification Program Coordinator's attention here at DOW.